

OVERVIEW OF BUDGET

DEPARTMENT: COUNTY MUSEUM
DIRECTOR: ROBERT MCKERNAN

2003-04					
	<u>Appropriation</u>	<u>Revenue/ Financing Sources</u>	<u>Local Cost</u>	<u>Rev Over (Under) Appr</u>	<u>Staffing</u>
County Museum	3,844,442	2,231,590	1,612,852		52.5
UltraScreen Theatre	-	-		-	-
Museum Store	147,448	148,400		952	2.1
TOTAL	3,991,890	2,379,990	1,612,852	952	54.6

BUDGET UNIT: COUNTY MUSEUM (AAA CCM)

I. GENERAL PROGRAM STATEMENT

The Museum provides cultural and educational programs and activities at the main facility in Redlands and seven regional sites: Agua Mansa Cemetery in Colton, Casa de Rancho Cucamonga (Rains House), Daggett Stone Hotel, Asistencia Mission in Redlands, Mousley Museum of Natural History in Yucaipa, Yorba-Slaughter Adobe in Chino, and Yucaipa Adobe. These activities involve preservation of collections, display of permanent and special exhibitions, and care for historical sites depicting the history and culture of San Bernardino County. Museum programs promote learning and awareness through community outreach, partnerships with educational institutions, and research that enhances both the collections and educational services. Permanent and loaned collections are preserved for the benefit of the public and for the scientific community. The Museum has several divisions including Education, Exhibitions, Anthropology, History/Archives, Biological Science, and Geological Sciences. The Biological Science division performs short and long-term field studies involving the flora and fauna in the southwestern United States. The Geological Sciences division conducts research including geologic mapping and paleontologic assessments for excavation and mitigation of fossil specimens. The revenue received for research by these two divisions subsidizes a portion of Museum activities.

II. BUDGET & WORKLOAD HISTORY

	<u>Actual 2001-02</u>	<u>Budget 2002-03</u>	<u>Actual 2002-03</u>	<u>Budget 2003-04</u>
Total Appropriation	5,227,425	4,540,213	4,069,878	3,844,442
Total Financing Sources	2,319,560	3,145,487	2,676,985	2,231,590
Local Cost	2,907,865	1,394,726	1,392,893	1,612,852
Budgeted Staffing		77.7		52.5
<u>Workload Indicators</u>				
Total Attendance	108,909	78,900	65,185	70,000
Collected Lots, Objects & Specimen	1,200,000	1,200,000	1,500,000	1,510,000
Research Revenue	1,836,246	2,694,200	2,088,020	1,648,500

The 2002-03 revenue shortfall of \$468,502 is partly attributed to a \$234,657 budgeted Bureau of Reclamation contract for Southwestern Willow Flycatcher field studies that was not awarded to the county. In addition, other budgeted revenue not realized included anticipated projects for The Wildlands Conservancy of \$200,000 and the Santa Ana Water Authority of \$215,000. These reductions were partially offset by unanticipated research revenue mainly from a project for Nevada Power. As a result of research work being less than expected, the department was able to achieve a savings in salaries & benefits and services & supplies to offset the overall revenue shortfall.

The workload indicators reflect a decrease in Museum attendance from 2001-02 based on impacts from the declining economic conditions and reductions in the number of outside exhibits presented at the County Museum.

COUNTY MUSEUM

III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

STAFFING CHANGES

Budgeted staffing has been reduced by a total of 25.2 positions. A decrease of 24.7 positions are due to fewer research projects anticipated in 2003-04. These staffing reductions include 16.0 unclassified research positions, 5.2 education positions, 1.0 associate curator, 1.0 secretary, and 1.5 historic site managers. These staffing deletions involve the layoff of one regular status position and five non-regular status positions (unclassified positions, contract employees, and/or probationary employees). The remaining 18.7 positions deleted were already vacant. In addition, the Department defunded 0.5 Security Officer as part of the 4% Spend Down Plan.

PROGRAM CHANGES

The 2003-04 budget is based on a reduction in revenue previously generated through the Bureau of Reclamation's Southwestern Willow Flycatcher and Metropolitan Water District research projects. This loss of revenue has required the Department to decrease its staff by 24.7 positions, as described above.

The Museum's budget reflects a reorganization within the Education Division that will emphasize school programs, exploration station, gallery interpretation, exhibit development, and the volunteer program. Public programming and outreach will be available on a limited schedule.

Traveling exhibits presented at the County Museum in the past have been discontinued for the future, as staff shifts the focus from leased exhibits to development of special exhibits using Museum collections. There was one exhibit reserved for the summer of 2003, but there are no other leased traveling exhibits scheduled.

The Board approved an increase in admission fees at the County Museum, which is expected to generate approximately \$122,000 per year in additional revenues. This anticipated revenue, along with \$10,000 from an increase in the Paleontologic record research fee, will be used to restore previous budget cuts in marketing, facilities/grounds maintenance, and custodial services. The Department's 2003-04 budget reflects this additional fee revenue and the corresponding appropriation increases.

GROUP: Economic Development/Public Services DEPARTMENT: County Museum FUND: General AAA CCM			FUNCTION: Cultural Services ACTIVITY: Museums		
	2002-03 Actuals	2002-03 Approved Budget	2003-04 Board Approved Base Budget	2003-04 Board Approved Changes to Base Budget	2003-04 Final Budget
<u>Appropriation</u>					
Salaries and Benefits	2,877,289	3,240,578	3,503,041	(795,811)	2,707,230
Services and Supplies	1,116,049	1,257,722	1,218,539	(131,756)	1,086,783
Central Computer	33,983	34,577	29,423	-	29,423
Equipment	35,593	9,800	9,800	-	9,800
Transfers	22,536	22,536	22,536	13,670	36,206
Total Exp Authority	4,085,450	4,565,213	4,783,339	(913,897)	3,869,442
Reimbursements	(15,572)	(25,000)	(25,000)	-	(25,000)
Total Appropriation	4,069,878	4,540,213	4,758,339	(913,897)	3,844,442
<u>Revenue</u>					
Use of Money & Prop	42,747	41,200	41,200	15,350	56,550
Current Services	2,334,401	2,876,875	2,876,875	(866,674)	2,010,201
State, Fed or Gov't Aid	20,470	4,000	4,000	-	4,000
Other Revenue	264,471	223,412	223,412	(77,573)	145,839
Total Revenue	2,662,089	3,145,487	3,145,487	(928,897)	2,216,590
Operating Transfer In	14,896	-	-	15,000	15,000
Total Financing Sources	2,676,985	3,145,487	3,145,487	(913,897)	2,231,590
Local Cost	1,392,893	1,394,726	1,612,852	-	1,612,852
Budgeted Staffing		77.7	77.2	(24.7)	52.5

COUNTY MUSEUM

Total Changes Included in Board Approved Base Budget	
Salaries and Benefits	92,075 MOU.
	149,992 Retirement.
	28,214 Risk Management Workers Comp.
	(7,818) Defund vacant 0.5 Security Officer as part of the 4% Spend Down Plan.
	<u>262,463</u>
Services and Supplies	11,121 Risk Management Liabilities.
	(2,333) Incremental change in EHAP.
	(47,971) Various services and supplies have been decreased as part of the 4% Spend Down Plan.
	<u>(39,183)</u>
Central Computer	<u>(5,154)</u>
Total Appropriation Change	218,126
Total Financing Sources Change	-
Total Local Cost Change	218,126
Total 2002-03 Appropriation	4,540,213
Total 2002-03 Financing Sources	3,145,487
Total 2002-03 Local Cost	1,394,726
Total Base Budget Appropriation	4,758,339
Total Base Budget Financing Sources	3,145,487
Total Base Budget Local Cost	1,612,852

Board Approved Changes to Base Budget	
Salaries and Benefits	(795,811) Savings related to the reduction of 24.7 budgeted positions due to a decrease in research revenue.
Services and Supplies	(68,585) Decrease in expenses related to reduction in research projects. Includes operating expenses, motor pool charges, rent expense, hotel stays, utilities, communication charges, and travel.
	(22,600) Decrease in inventoriable equipment resulting from less research revenue anticipated in 2003-04.
	(56,000) Decrease in operating expenses formerly allocated for Getty Grant.
	(18,460) Decrease in operating expenses for education division, related to reorganization.
	(15,100) Reduction in purchase of computer equipment.
	(13,089) GASB 34 Accounting Change (EHAP).
	24,750 Refurbishment for permanent exhibit galleries.
	10,177 Planned expenditures for AmeriCorps members through the City of Redlands.
	11,067 Increase in insurance costs.
	16,084 Increases to various expenditures including marketing, maintenance and custodial services.
	<u>(131,756)</u>
Transfers	<u>13,670</u> GASB 34 Accounting Change (EHAP).
Total Appropriation	<u>(913,897)</u>
Revenue	
Use of Money & Prop	<u>15,350</u> Increase in use of money and property due to facility rentals and Death Valley exhibit.
Current Services	(1,008,343) Decrease in revenue for research projects.
	132,501 Increase in revenue from Board approved fee adjustments.
	(9,670) Decrease in admissions revenue projected.
	18,838 Increase in revenue related to education programs.
	<u>(866,674)</u>
Other Revenue	33,500 Increase in cultural resource management services and research.
	(75,000) Getty Grant forecast reduction.
	(22,750) SCAQMD project completed.
	(15,000) Contribution from Museum Store reclassified to other financing sources.
	1,677 Net increase in various other revenue accounts.
	<u>(77,573)</u>
Other Financing Sources	<u>15,000</u> Contribution from Museum Store now classified in this category.
Total Financing Sources	<u>(913,897)</u>
Local Cost	<u>-</u>